



INDEPENDENT JEWISH DAY SCHOOL

an ACADEMY

LSA JOB DESCRIPTION

To complement the professional work of teachers by taking responsibility for agreed learning activities under an agreed system of supervision. This will involve planning, preparing and delivering learning activities for individuals/groups or short term for whole classes, monitoring pupils and assessing, recording and reporting on pupils' achievement, progress and development.

Key Responsibilities:

- To assess the needs of pupils and use detailed knowledge and specialist skills to support pupils' learning.
- To establish productive working relationships with pupils, acting as a role model and setting high expectations.
- To develop and implement IEPs.
- To promote the inclusion and acceptance of all pupils within the classroom.
- To support pupils consistently whilst recognising and responding to their individual needs.
- To encourage pupils to interact and work co-operatively with others and engage all pupils in activities.
- To promote independence and employ strategies to recognise and reward achievement of self-reliance.
- To provide feedback to pupils in relation to progress and achievement.
- To organise and manage appropriate learning environment and resources.
- Within an agreed system of supervision, plan challenging teaching and learning objectives to evaluate.
- To monitor and evaluate pupil responses to learning activities through a range of assessment and monitoring strategies against pre-determined learning objectives.
- To provide objectives and accurate feedback and reports as required on pupil achievement, progress and other matters, ensuring the availability of appropriate evidence.
- To record progress and achievement in lessons/activities systematically and providing evidence of range and level of progress and attainment.
- To work within an established behaviour policy to anticipate and manage behaviour constructively, promoting self-control and independence.

כי נר מצוה ותורה אור

46 Green Lane, Hendon, London NW4 2AH Tel: 020 8203 2299/2968 Fax: 020 8202 1142 Email: office@ijds.co.uk Site: www.ijds.co.uk

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- To support the role of parents in pupils' learning and contribute to meetings with parents to provide constructive feedback on pupil progress and achievement etc.
- To use ICT effectively to support learning activities and develop pupils' competence and independence in its use.
- To select and prepare resources necessary to lead learning activities, taking account of pupils' interests and language.
- To comply with and assist with the development of policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person.
- To be aware of and support difference and ensure all pupils have equal access to opportunities to learn and develop.
- To contribute to the overall ethos of the academy.
- To establish constructive relationships and communicate with other agencies/professionals, in liaison with the teacher, to support achievement and progress of pupils.
- To take the initiative as appropriate to develop appropriate multi-agency approaches to supporting pupils.
- To recognise own strengths and areas of specialist expertise and use these to lead, advise and support others.
- To plan appropriate home learning activities, within established guidelines, which consolidate and extend work carried out in class.
- To liaise regularly with the teaching staff.